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# Meeting Minutes

WKU Council of Academic Deans

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## MINUTES

### Meeting Council of Academic Deans August 21, 1990

Dr. Robert V. Haynes called the meeting to order at 9:00 a.m. Members present included Drs. Charles E. Kupchella, Carl R. Martray, Ward Hellstrom, Elmer Gray, Michael Binder, John H. Petersen, and Livingston Alexander. Ms. Sharon Dyrsen represented Dr. Ronnie Sutton and Mr. Jim Opptiz represented Dr. Michael Brown.

Dr. Haynes asked Ms. Dyrsen to present to Council members the revised proposal for a Final Exam Schedule for Spring Semester, 1991. Ms. Dyrsen presented four draft proposals for consideration and discussion. Following discussion of the alternative proposals, Dr. Haynes asked each of the deans to discuss the proposals with the department heads in his college. He urged Council members to be prepared to make a final decision on the schedule by next Tuesday, August 28. In conjunction with the scheduling of time periods for final exams, Dr. Gray emphasized the need to allow enough time for faculty to complete their grading of exams and submission of grades. Dr. Haynes suggested that the Council consider moving the deadline for submitting grades from 12:00 noon to 4:00 p.m. on Monday following the final exam week.

The next discussion focused on the part-time faculty budget. Dr. Petersen indicated that we should anticipate problems in the Spring Semester since the amount allocated for part-time faculty for this year is the same as last year. Dr. Haynes joined Dr. Petersen in calling on Council members to develop strategies to deal with the inevitable problem of insufficient funds for the Spring Semester. Dr. Hellstrom suggested that the only solution may well be to restrict the number of course offerings available to students. Dr. Haynes asked each of the deans to report to him in writing what the repercussions would be if they were forced to provide course offerings consistent with funds available for part-time instructors. Included in the analysis should be an assessment of the projected need for part-time faculty in the Spring Semester and a summary of the grant funds available to support part-time teachers. Dr. Haynes indicated that the analyses should be a springboard for more extensive long-range planning and funds allocated for instruction. Dr. Haynes set a deadline of September 4 for the report on part-time instruction for Spring semester. And, by October 1, he asked the deans to provide a similar analysis for Summer 1991.

Dr. Haynes presented to Council members a revised draft of a form to be used in evaluation of Deans and Directors. He also introduced to members principles from the Renaissance Group, which is comprised of Deans of Education, Presidents, and Vice Presidents. He discussed the background of the Renaissance Group and urged each of the deans to review the document which contains the principles and share it with faculty.

Dr. Haynes discussed the Staff/Faculty Recruitment Screening Network Service which is being considered on campus. He described the network and sought reactions from Council members. The general consensus was that the service might be useful for staff personnel but that it has questionable merit for recruiting faculty.


Dr. Petersen addressed the item, Cultural Events, by describing the problem associated with poor student attendance and participation at campus lectures. He asked the group to consider whether or not students could be required to attend lectures as a part of their satisfaction of course requirements. Drs. Petersen and Lee will continue to work on this issue.

Dr. Haynes moved the focus to the general education core and conveyed his disappointment with the proposal which emerged from the Academic Council. Yet, he acknowledged that this proposal may be all that can be expected from the faculty at this time. He indicated, though, that he is considering returning the document to committee for improvement of the Communication section.

Dr. Haynes reminded Council members to continue to do their part in the efforts to assess student outcomes and build a usable Writing and Thinking Across the Curriculum Program. On the issue of assessment, each department should have turned in a plan for assessment of outcomes. Also, each department should also have established a strategy as to how it is dealing with writing and thinking (i.e., course-specific or program integration).

The meeting was adjourned at 12:17 p.m.

Respectfully submitted,



Livingston Alexander

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